



County of Los Angeles
CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 874-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

January 15, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC HEALTH: SUBVENTION CONTRACT WITH THE
CALIFORNIA DEPARTMENT OF PUBLIC HEALTH TO ENTER DEATH
CERTIFICATE DATA INTO THE AUTOMATED VITAL STATISTICS SYSTEM
OR THE CALIFORNIA ELECTRONIC DEATH REGISTRATION SYSTEM
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of the Department of Public Health (DPH), or his designee, to execute the attached Standard Agreement (Exhibit I) with the California Department of Public Health (CDPH) to allow DPH to enter Los Angeles County death certificate data into either the CDPH Automated Vital Statistics System (AVSS) or the California Electronic Death Registration Systems, (all hereafter CA-EDRS), at an amount payable by CDPH to DPH of one dollar for death certificate data, entered into CA-EDRS during the term of October 1, 2007, through June 30, 2008, and up to a contractual obligation not to exceed \$54,870 at no net County cost.
2. Delegate authority to the Director of DPH, or his designee, to accept and execute Agreements/Amendments similar to Exhibit I for future Fiscal Years (FY) through FY 2011-12 that accept CDPH reimbursement at an amount determined by the CDPH, and any amendments that would allow for rollover funds, and/or increase or decrease the amount of CDPH payment to DPH for the period of October 1, 2007 through June 30, 2008, and for subsequent FY 2008-09, 2009-10, 2010-11, and 2011-12, subject to review and approval of County Counsel and Chief Executive Office and notification of Board offices.

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

3. Authorize and instruct the Director of DPH, or his designee, to terminate all current County Agreements for Funeral Director Participation in Fax Death Registration, through written notification (Exhibit II), as death registration via fax is no longer accepted by CDPH in light of the implementation of CA-EDRS.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTION

Approval of the above actions will allow DPH to enter into an Agreement with CDPH that provides payment for timely entry of death certificate data into CA-EDRS for compliance with the requirement to implement CA-EDRS. Accordingly, DPH approval will also allow DPH to terminate the outdated County agreements for Funeral Director Participation in Fax Death Registration, in light of the implementation of CA-EDRS.

FISCAL IMPACT/FINANCING

During the term of this agreement CDPH will provide County with one dollar for every death certificate data entry into CA-EDRS during the period October 1, 2007, through June 30, 2008; however, the amount of funding provided by CDPH during this period shall not exceed \$54,870.

Funds collected by DPH will be placed in a Vital Records Improvement Fund and shall be used to improve the collection and maintenance of vital records.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On July 23, 1996, your Board authorized the Director of DHS (now DPH), to sign an agreement with approximately 206 licensed funeral directors to continue participation in a program involving registration of death and fetal death certificates, for a period of five years, effective upon execution by the parties, at no net County cost.

On December 17, 2002, your Board delegated authority to the Director of DHS (now DPH), to offer and execute a new, superseding Funeral Director Participation in Fax Death Registration form agreement with contracted licensed funeral directors, effective January 1, 2003 through December 31, 2003, with provision for automatic renewals for one-year periods for an indefinite period of time, at no net County cost, following review and approval by County Counsel.

On January 1, 2005 State law mandated that the State DHS (CDPH) develop and make available an electronic death registration system to all counties. Also in January 2005, the State mandated that counties enter all death certificate information into CA-EDRS.

Honorable Board of Supervisors
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On January 1, 2006, after piloting CA-EDRS in two counties, CDPH began a state-wide rollout of the system, with 19 counties scheduled for implementation in 2006. On January 11, 2006, Los Angeles County, Long Beach, and Pasadena began planning for implementation of CA-EDRS with the State.

On January 5, 2007, the funeral directors were sent a letter about the planned implementation of CA-EDRS in October, along with the benefits of implementation, one of the benefits being saving on costs from fax filing fees. On October 1, 2007, CA-EDRS was implemented in Los Angeles, Long Beach, and Pasadena.

Attachment A provides additional information. County Counsel has approved Exhibits I and II as to form.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow for improvements and increased efficiency of the Vital Records Office in providing services to the community in the arena of birth and death certificate processing. In addition, the recommended actions make use of more timely death certificate data for bioterrorism surveillance, as well as provide more real-time data on the health of County residents.

CONCLUSION

When approved, DPH requires three signed copies of your Board's action.

Respectfully submitted,


WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH
SAS:RM:bjs

Attachments (3)

c: County Counsel
Director and Health Officer, Department of Public Health

SUMMARY OF AGREEMENT

1. TYPE OF SERVICE:

Entry of death certificate data into the Automated Vital Statistics System or the California Electronic Death Registration System.

2. TERM OF AGREEMENT:

October 1, 2007 through June 30, 2008.

3. AGENCY ADDRESS AND CONTACT PERSON:

California Department of Public Health, Center for Health Statistics,
MS 5102 - PO Box 997410, Sacramento, California 95899-7410
Attention: David Fisher, Chief of Electronic Registration
Telephone: (916) 552-8213 Facsimile (Fax): (916) 552.8110
Electronic mail (e-mail): DFISHER2@DHS.CA.GOV

4. FINANCIAL INFORMATION:

During the term of this agreement CDPH will provide County with one dollar for every death certificate data entry into CA-EDRS during the period October 1, 2007, through June 30, 2008; however, the amount of funding provided by CDPH during this period shall not exceed \$54,870.

Funds collected by DPH will be placed in a Vital Records Improvement Fund and shall be used to improve the collection and maintenance of vital records.

5. GEOGRAPHIC AREA TO BE SERVED:

Countywide.

6. ACCOUNTABLE FOR MONITORING:

Jonathan E. Freedman, Acting Chief Deputy.

7. APPROVALS:

Public Health: Jonathan E. Fielding, M.D., M.P.H., Director of Public Health and Health Officer

Contracts and Grants Division: Gary T. Izumi, Chief

County Counsel (approval as to use) Robert E. Ragland, Senior Deputy County Counsel.

JEF:jr
BL#00358

**STANDARD AGREEMENT TO ENTER DEATH CERTIFICATE DATA INTO THE
AUTOMATED VITAL STATISTICS SYSTEM (AVSS) OR THE
CALIFORNIA ELECTRONIC DEATH REGISTRATION SYSTEM (CA-EDRS)**

COUNTY OF LOS ANGELES

The State of California (hereinafter called the State) by and through the California Department of Public Health, Center for Health Statistics, Office of Vital Records (OVR) and the County of Los Angeles (hereinafter called the County) in consideration of the covenants, conditions, agreements and stipulations hereinafter expressed do hereby agree as follows:

Article I

This Agreement is entered into pursuant to the provisions of the Health and Safety Code, Section 102249, relating to Vital Statistics.

Article II

Funds provided pursuant to this Agreement are to allow entry of death certificate data into the Automated Vital Statistics System (AVSS) or the California Electronic Death Registration System (CA-EDRS). If the county transition to CA-EDRS during the term of this agreement, data will be entered into AVSS until the county begins entering records into CA-EDRS.

Article III

1. The State shall authorize payment to the County in the amount of \$1.00 for each death that occurs on or after the effective date and entered into AVSS or CA-EDRS. Reimbursement will be made quarterly based on the number of records received within timeliness standards.
2. The maximum amount payable under this agreement shall not exceed **\$54,870.00**.
3. The term of this Agreement shall be from October 1, 2007 through June 30, 2008.
4. The instructions for entering death certificate data into AVSS are available upon request. The instructions for use of CA-EDRS are located on the www.edrs.us website.
5. The terms of this Agreement may be modified in writing upon mutual consent of both parties.
6. The State or the county may terminate this Agreement. Should either party terminate this Agreement, the terminating party shall give 30 days notice to the other party. Notification shall specify the reason(s) for termination and the effective date of termination.
7. All written communications are to be addressed and delivered to the:

David Fisher
California Department of Public Health
Center for Health Statistics
MS 5102
PO Box 997410
Sacramento, CA 95899-7410

IN WITNESS THEREOF, this Agreement has been executed by the parties hereto:

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

Signature: _____
Teresita Trinidad, M.S.

Signature: _____

Title: Chief
Center for Health Statistics

Title: _____

Date: _____

Date: _____



JONATHAN E. FIELDING, M.D., M.P.H.
Director and Health Officer

JONATHAN E. FREEDMAN
Acting Chief Deputy

313 North Figueroa Street, Room 708
Los Angeles, California 90012
TEL (213) 240-8156 • FAX (213) 481-2739

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BOARD OF SUPERVISORS

Gloria Molina
First District
Yvonne B. Burke
Second District
Zev Yaroslavsky
Third District
Don Knabe
Fourth District
Michael D. Antonovich
Fifth District

(Date)

(Name of Funeral Home)

(Address)

(City, CA Zip Code)

re: Termination of Fax Filing Contracts

Dear Funeral Director:

This is to inform you that due to the State of California's implementation of the new California Electronic Death Registration System (CA-EDRS), the Los Angeles County Department of Public Health (LAC/DPH) is discontinuing the use of Fax Filing and the Fax Death Registration Agreements are now obsolete. Accordingly, the County of Los Angeles is giving notice that the Agreement will be terminated in 30 days or _____, 2007.

The State of California began implementation of the CA-EDRS in January 2005 and has been progressively implementing the CA-EDRS in the counties throughout the State. Recently, the LAC/DPH Vital Records office, as the local registrar, implemented the EDRS system in order to be in compliance with the State's death registration mandates. The new system involves the participation of Funeral Directors and Medical Facilities. The LAC/DPH offers free training classes to all funeral directors and medical facilities staff if they are interested in obtaining an account on the EDRS system. The system is free of charge, as it is maintained by the State of California and accessible wherever there is an Internet connection. To register for a class, please contact Rachel Garnica or Michelle Walker of my staff at (213) 240-7785.

There is no fee for the system paid to either the LAC/DPH or the State Department. Disposition permits and certified copy fees still apply.

Funeral Directors who elect **not** to use the EDRS system are now required to file death registrations in person with their local district registrar.

Sincerely,

Jonathan E. Freedman
Acting Chief Deputy

JEF:jr
#00358

c: County Counsel
Amy Chan, MPH, Acting Chief, Data Collection and Analysis Unit